

KS4 English Lead / Deputy Head of Faculty

Recruitment Information for Candidates



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Dear Applicant

Thank you for expressing an interest in joining The Basildon Academies.

Student welfare, academic progress and achievement is at the heart of everything we do at our Academy.

Our Academy vision is to drive:

- Social Mobility - equality of opportunity for our young people to succeed
- Moral Purpose - resilient positive decision makers
- Cultural Capital - equity of opportunity and life experiences
- Spiritual Awareness - reflective citizens and active curious learners

The Academy offers students the unique opportunity to begin their learning journey at our Key Stage 3 Lower Academy, and complete it at our Key Stage 4 & 5 Upper Academy.

Our Key Stage specialist sites enable us to offer our students age appropriate curriculum choices, support, challenge and enrichment.

We recognise the power and impact that quality enrichment can have on young lives and minds. Our enrichment programme is an essential and valuable part of our school day. All students engage in an enrichment of their choice each day as part of their curriculum.

The age appropriate enrichment curriculum supports a 'Passion for Learning' in Key Stage 3, a 'Passion for Purpose' in Key Stage 4 and a 'Passion for Life' in Key Stage 5. Our enrichment curriculum builds student resilience, self-esteem, sense of belonging and love of learning. It provides equity of opportunity, stretch & challenge, employability skills and broad experiences supporting our student cultural capital and social mobility.

Our two academy model offers our Year 7 intake a guaranteed future place in our growing and thriving Sixth Form.

The Basildon Academies Sixth Form offers personalised curriculum pathways, tailored to individual needs and aspirations. Strong support networks alongside quality teaching ensure academic success and preparation for university or the workplace.

Yours sincerely



Mr G. Smith
Chief Executive Officer



Leading Parent
Partnership Award

The Basildon Academies are two state of the art Academies based in Essex, just 35 minutes from London and approximately 1 mile apart. We are unique in the way the academies are set up with The Lower Academy specialising in the teaching of our students aged 11-14 whilst the Upper Academy specialises in our 14-19 year old students.

The Lower Academy is focussed upon developing the whole child; our curriculum has been developed to enable our students to develop their knowledge, understanding and skills so that they will become lifelong learners. This includes opportunities for linguistic, mathematical, scientific, technical, human, social, physical and artistic learning so that students make progress in a wide range of subjects. The Lower Academy offers a supportive and nurturing environment to allow our students to find their adult feet as they become fully prepared for their transition to the Upper Academy.



The Upper Academy is focussed upon creating the best environment and conditions for all students to fully achieve their true potential, make at least expected progress and attain the very best grades they can in their final exams. The range of courses on offer allows students to become specialised in their favourite target areas and at the same time retain the very strong focus upon gaining good qualifications in maths, English and science at GCSE level.



Our strong Sixth Form is a major part of the Upper Academy with the structure modelling itself on developing independent learning skills like those seen in universities which allows students to continue their studies in their specialist subject areas. Students are very much encouraged to become mature adults being engaged in many aspects of the life of the academy which further develops those much needed skills to go on into university or the world of work.

Job Title: Deputy Head of Faculty

Generic details:

A Deputy Head of Faculty is responsible for supporting the Head of Faculty in leading, directing and supporting the achievement and attainment of students and staff. This is done by leading their Faculty areas on a day to day basis and in formulating and putting into effect the key policies and practices which ensure that the academy's strategic aims are achieved.

Work with the Head of Faculty and other staff to devise and implement a range of strategies that deliver high quality teaching and student progress.

The role involves:

- Effectively use data to monitor, track and evaluate student progress, appropriate interventions and timely curriculum changes.
- Role modelling professional standards, team ethos and higher level communications, leadership and management skills, including maintaining a quality of teaching which is consistently 'Good.'
- Leading, developing and implementing an appropriate curriculum and assessment strategy which meets the needs of learners and enables students to progress and achieve.
- Liaising with Faculty Leader and other Academy Leaders to ensure consistency of practice and the dissemination of best practice.
- Promoting and ensuring the promotion of Equal Opportunities and Child Protection as a fundamental aspect of all roles and practices at the academies.
- Any other appropriate and reasonable responsibilities in keeping with the level of the post and the requirements of the organisation.

Reports to: this post is line managed by the Head of Faculty

Line Manages: this post line manages teachers and other post holders within the Faculty

Responsibilities

- To contribute to the leadership and management of the faculty.
- To be accountable for student progress and development across the faculty. Ensure appropriate and rigorous assessments take place in line with the assessment calendar and that these are used to inform the curriculum and relevant interventions.
- To monitor, evaluate and be accountable for the standards of teaching, learning and assessment within the faculty.

- To develop the faculty, in line with the overall needs of the academy, with an understanding of how the subject area contributes to academy priorities and to the overall education and achievement of all students.
- To establish clear policies and practices for assessing, recording and reporting on student achievement. Ensure methods are standardised across the faculty, achievement and underperformance identified and targets for further improvement set and implemented.
- Role modelling effective teaching and learning practice which has direct impact on the classroom experience of students. Act as a lead practitioner for effective classroom practice within the faculty, supporting colleagues to become consistently outstanding.
- To be responsible for academic intervention and its implementation. This may include leadership of a Key Stage or year group within the Faculty.
- To liaise with colleagues to organise academic assessments.
- To carry out PM reviews and classroom observations in line with academy policy. Support the further professional development of all staff.
- Set goals that stretch and challenge students of all backgrounds, abilities and dispositions
- Demonstrate consistently the positive attitudes and values which are expected of students
- Communicate with students, parents and carers in accordance with the academy ethos, policies and practice.

All specific responsibilities of the post will be negotiated on appointment in line with the candidate's strengths and the priorities of The Academies.

Application Procedure

- i. Read carefully all the information about this post
- ii. If you have any questions, please telephone or email our Recruitment Coordinator, Dani Silk on 01268498683 or email recruitment@basildonacademies.org.uk
- iii. Complete the application form as fully as possible. If there is insufficient room on any section of the form, please provide the additional information on a separate sheet. Please note that your application form will be photocopied for the Selection Panel, therefore clarity is essential. It is important that you do not leave any gaps in your career history – any gaps in employment should be fully explained please.
- iv. Send your completed application form by email (if downloaded from our website) or through the post to:

recruitment@basildonacademies.org.uk

Mrs Dani Silk
Recruitment Coordinator
The Basildon Academies
Wickford Avenue
Pitsea, Basildon
Essex, SS13 3HL

Appointment Process

- i. Suitable applications will be shortlisted for interview (as quickly as possible)
- ii. If you are successful, you will receive either a phone call and/or email inviting you to attend for interview. It is therefore important that you give us a daytime telephone number and/or an email address that you regularly access so that we can contact you to make the necessary arrangements if you are shortlisted.

The Basildon Academies are committed to supporting colleagues with disabilities. If you have a disability, please give details of adjustments you require for the selection process or to do the job itself.

Pre-employment Checks

The Basildon Academies is committed to safeguarding and promoting the welfare of children and young people, and an appointment will be subject to satisfactory enhanced disclosure from the Disclosure and Barring Service. Please note that an enhanced check will reveal all criminal convictions on record, including those that might be considered “spent”.

The successful applicant will also be required to:

- Provide details of two referees who know you in a professional capacity, if at a school, one of which must be your current Headteacher. It is our usual policy to take up references BEFORE interviews where possible. Employment is conditional on these references being deemed satisfactory.
- Provide proof of all relevant qualifications.
- Provide proof of eligibility to work in the UK
- Complete a Medical Declaration and receive fitness to work.

Equal Opportunities

The School is an Equal Opportunities employer and appointments are based on the applicant's ability to meet the requirements of the position. The School is opposed to any form of discrimination against any individual or group and welcomes the fact that our School includes a diversity of individuals from many races and cultures. Behaviour which is discriminatory on the grounds of race, colour, culture, nationality, gender, sexual orientation, disability, religion, will not be tolerated.

Recruitment monitoring information

The Basildon Academies are committed to ensuring that applicants are selected for appointment on the basis of their ability relevant to the job. Completion of the Recruitment monitoring information form is not compulsory but will help us to ensure that our policy and procedures are effective in avoiding discrimination and promoting equal opportunities in recruitment. The information you provide will be used for monitoring and statistical data purposes only and will not be seen by the short listing panel.

The Basildon Academies are committed to safeguarding and promoting the welfare of children and expect their staff to share this commitment.



